

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Public Works	(2) MEETING DATE 8/18/2015	(3) CONTACT/PHONE Andrea Montes, Utility Division Program Manager (805) 781-1046	
(4) SUBJECT Submittal of a resolution approving the new classification and establishing the salary range of the Wastewater Systems Worker series and amending the Position Allocation List (PAL) for Fund Center 405 - Public Works, by adding 3.00 Full Time Equivalent (FTE) Wastewater Systems Worker III and 1.00 FTE Wastewater Systems Worker IV, and deleting 4.00 FTE Wastewater Systems Worker, which was established as a place holder in the FY 2015-16 proposed budget. All Districts.			
(5) RECOMMENDED ACTION It is recommended that the Board adopt the attached resolution approving the new classification and establishing the salary range of the Wastewater Systems Worker series and amending the Position Allocation List (PAL) for Fund Center 405 - Public Works, by adding 3.00 FTE Wastewater Systems Worker III and 1.00 FTE Wastewater Systems Worker IV, and deleting 4.00 FTE Wastewater Systems Worker (classification code 09686), which was established as a place holder in the FY 2015-16 proposed budget.			
(6) FUNDING SOURCE(S) FC 430 Los Osos Waste Water System	(7) CURRENT YEAR FINANCIAL IMPACT \$257,874	(8) ANNUAL FINANCIAL IMPACT \$442,028	(9) BUDGETED? Yes
(10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. ____) <input type="checkbox"/> Board Business (Time Est. ____)			
(11) EXECUTED DOCUMENTS <input checked="" type="checkbox"/> Resolutions <input type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) N/A		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: N/A <input type="checkbox"/> 4/5 Vote Required <input checked="" type="checkbox"/> N/A	
(14) LOCATION MAP N/A	(15) BUSINESS IMPACT STATEMENT? No	(16) AGENDA ITEM HISTORY <input checked="" type="checkbox"/> N/A Date: _____	
(17) ADMINISTRATIVE OFFICE REVIEW David E. Grim			
(18) SUPERVISOR DISTRICT(S) All Districts			

Reference: 15AUG18-C-6

County of San Luis Obispo



TO: Board of Supervisors

FROM: Public Works
Andrea Montes, Utility Division Program Manager
Dean Benedix, Utility Division Manager
Tami Douglas-Schatz, Human Resources Director

VIA: Mark Hutchinson, Deputy Director of Public Works

DATE: 8/18/2015

SUBJECT: Submittal of a resolution approving the new classification and establishing the salary range of the Wastewater Systems Worker series and amending the Position Allocation List (PAL) for Fund Center 405 - Public Works, by adding 3.00 Full Time Equivalent (FTE) Wastewater Systems Worker III and 1.00 FTE Wastewater Systems Worker IV, and deleting 4.00 FTE Wastewater Systems Worker, which was established as a place holder in the FY 2015-16 proposed budget. All Districts.

RECOMMENDATION

It is recommended that the Board adopt the attached resolution approving the new classification and establishing the salary range of the Wastewater Systems Worker series and amending the Position Allocation List (PAL) for Fund Center 405 - Public Works, by adding 3.00 FTE Wastewater Systems Worker III and 1.00 FTE Wastewater Systems Worker IV, and deleting 4.00 FTE Wastewater Systems Worker (classification code 09686), which was established as a place holder in the FY 2015-16 proposed budget.

DISCUSSION

The Public Works Department is overseeing the construction, administration and operation of the Los Osos Water Recycling Facility. In Fiscal Year 2015-16, the Facility will begin serving the community of Los Osos as a Grade IV waste water treatment plant and collection system in accordance with the State Water Resources Control Board (SWRCB). On May 27, 2015, the Civil Service Commission (CSC) approved the new classification of the Waste Water Systems Worker Series (Trainee, I, II, III & IV) to operate the Los Osos Water Recycling Facility as well as other waste water collection systems in the County.

The Los Osos Water Recycling Facility is regulated by the SWRCB and is subject to requirements under Title 23 of the California Code of Regulations. As such, the facility requires State certified Waste Water Systems Worker Series (Trainee, I, II, III & IV) positions to operate the Grade IV waste

water treatment plant. In accordance with Title 23, shift operators are to be assigned and available to operate and maintain the plant to support the Chief Waste Water Treatment Plant Operator, and are needed to operate and maintain the waste water collection system, including 21 pump stations. The minimum qualifications for this classification are consistent with SWRCB requirements.

OTHER AGENCY INVOLVEMENT/IMPACT

The Civil Service Commission approved this new classification on May 27, 2015. San Luis Obispo County Employees Association has reviewed this request and agree with the recommendations.

FINANCIAL CONSIDERATIONS

An estimated cost of \$446,936 (salaries and benefits) for recruiting 4.00 FTE Waste Water Systems Workers positions (Trainee, I, II, III & IV) was included in the FY 2015-16 budget with the understanding that the resolution setting the actual salary and approving the new classification would be brought before your Board after further compensation study and review by the Civil Service Commission. A place holder was included in the budget that incorporated an estimated cost of the positions, which was based on the existing Water Systems Worker series. In accordance with the compensation study, the salary range for this new classification is slightly lower than that for the Water Systems Worker series. The estimated annual salary and benefits for four FTE is \$442,028. Funding for these positions will come from the Los Osos Waste Water System budget (FC 430). No General Fund appropriation is needed to fund this request.

RESULTS

This action will allow the Public Works Department to proceed with recruitment of Waste Water Systems Workers to operate the new Los Osos Water Recycling Facility. A recruitment to fill these new positions is expected to begin in September 2015 with candidates being selected in October or November 2015. These actions will contribute to the County's goals of providing a healthy and livable community.

File: CF 680.171.02

Reference: 15AUG18-C-6

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ATTACHMENTS

1. Waste Water Systems Worker Series (Trainee, I, II, III & IV) Classification Specification
2. Resolution Amending the Position Allocation List and Salary Resolution for Fiscal Year 2015-16